



ARLINGTON FINANCE COMMITTEE  
MINUTES OF MEETING  
COMMUNITY SAFETY BUILDING  
O'NEILL ROOM  
7:30 PM 3/12/18

ATTENDEES:

Deyst*	White*	Caccavaro*	Kellar*	McKenna*
DeCoursey*	Wallach*	Harmer*	Gibian*	
Tosti*	Foskett*	Bayer**	Duvadie	
Hansberry*	Beck*	Jones*	Deshler*	
Franclemont*	Howard*	Fanning	Levy*	Diggins*

\*Indicates present \*\*Indicates present electronically

VISITORS: Historical Commission Chair JoAnn Robinson, David Bean, Arlington Human Rights Commission members : CoChair Naomi Greenfield, CoChair David Swanson, Sheri Baron; Arlington Commission on Arts and Culture members: CoChair Adria Arch, CoChair Stephanie Marlin-Curiel; Planning Dept Director Jenny Raitt  
MINUTES of 3/7/18 accepted as presented. Unanimous.

ART 37 COMMITTEES & COMMISSIONS – Historical Commission (HC): Robinson stated that the number of hearings have increased from 7 a few years ago to 17 last year. This year the number of meetings is tracking last year. The Commission spends its budget on advertising meetings and paying a recorder at \$15/hr. The public is concerned with teardowns and large replacement houses. Applicants do not pay a fee. Robinson opposed Len Kardon's Art 17 to make all houses older than 50 yrs subject the HC review because of the increase of work for the HC and because not all old houses are historically significant. (The BoS voted No Action on Art 17.) Robinson requested a \$500 increase to the long time \$2160 annual appropriation.

VOTED \$2660 Unanimous

ART 37 COMMITTEES & COMMISSIONS – Arlington Human Rights Commission (AHRC): Swanson and Greenfield described the work of the AHRC and the FY 19 budget (Ref 1). The AHRC works closely with the police on citizen complaints. It also works with Health and Human Services. The number of incidents is increasing, especially since the current national administration has been in office. The AHRC also sponsors and conducts outreach meetings and events to encourage tolerance and to advertise the commission. The cost of renting space has increased. The AHRC currently has no vacant positions. They requested a \$3000 increase in their long time \$4500 appropriation.

VOTED \$7500 Unanimous

ART 37 COMMITTEES & COMMISSIONS – Arlington Commission on Arts and Culture (ACAC): Raitt stated that the \$15000 line item in her budget was to support ACAC with staffing and coordination. This would include consultant oversight. She provided 4 copies of the Arts & Culture Action Plan, a large illustrated document dated August 2017. Members asked the ACAC cochair how they spent their \$25,000 FY18 appropriation. Marlin-Curiel read items from a list that account for most of that amount. A major accomplishment was to create a website that will provide a calendar of arts and culture activities. Maintenance of this website will be an ongoing requirement and

expense. In addition the Commission would like to continue to benefit from a consultant who has obtained sizable grants for arts and culture activities. Raitt stated that appropriating the additional money to the Planning Dept would be administratively easier. She would evaluate the need to continue this funding at the end of the year. Members requested a budget document including current and planned expenses together with a summary of FY18 accomplishments and FY19 plans.

#### ART 37 COMMITTEES & COMMISSIONS-Other bodies

VOTED to appropriate the same amounts as last year to all the committees and commissions as last year except for the changes already voted for HC AHRC. The ACAC appropriation will be deferred to a later hearing. Unanimous

BUD COUNCIL ON AGING: HumRes SubCom Franclemont provided a replacement budget sheet that includes the actual salary for the Geriatric Nurse who will be paid for 6 hrs/wk by the Town and 16 hrs/wk by the State.

VOTED \$297,098 Unanimous

BUD HEALTH AND HUMAN SERVICES: HumRes SubCom Franclemont reported that the rat line item will pay for a more expansive effort to control this public health problem by finding rat holes and filling them with CO2. The mosquito control effort will continue with spraying storm drains.

BUD CoA TRANSPORTATION: HumRes SubCom Franclemont reported the balance on July 1, 2017 was \$51,503. The new training item is for proper use of the van. She recommended the budget as printed.

VOTED \$89,705 for both expenses and revenues. Unanimous

BUD ARLINGTON YOUTH COUNSELNG CENTER HumRes SubCom Franclemont recommended the budget as printed. She provided chart (Ref 3) showing all the alternative funding sources for Health& Human Services sections. The total is \$2,649,855. The fund balance on July 1,2017 was \$56,490.

VOTED \$651,988 for both expenses & revenues. Unanimous The Town contributed \$120k

BUD RECREATION: HumRes SubCom Franclemont noted that salaries had been paid from the revolving fund through budget line items will be accounted properly in FY19 in salaries. This causes the Budget to change drastically between FY18 & FY19. She took questions from members & will ask the recreation director for answers. She also took questions about the rink budget.

RESERVE FUND Balance: \$1,436,230.17

Peter Howard 3/13/18

Ref 1 AHRC Budget

Ref 2 Council on Aging Budget (Revised)

Ref 3 Health and Human Services Alternative Revenue Sources



Ref 1

## **2018-2019 AHRC Budget Introduction**

The Arlington Human Rights Commission (AHRC) is seeking \$7,500 for the 2018-2019 budget year. This increase in funding is the result of a renewed focus on community programming, education, and engagement that the AHRC hopes will continue to advance the Commission's mission.

**In the past year, the AHRC has had an increased presence in the Arlington community, through the following:**

- An active, highly trafficked Town Day booth, featuring distribution of "Hate Has No Home" signs;
- A three-part community storytelling program, "Double Take", that culminated in a public event at Town Hall with several hundred attendees;
- A two-night cultural competency training program for AHRC Commissioners and over 30 town employees;
- The successful drafting, advocacy, and adoption of the Trust Act resolution (i.e., "sanctuary" town resolution) at the 2017 Town Meeting; and
- Co-sponsorship of several town events, including the Martin Luther King, Jr. Day celebration and Arlington Reads Together 2018.

**In the 2018-2019 year, the AHRC hopes to build on our accomplishments from the past year and do even more. Some early idea proposals include:**

- Several educational public events in partnership with the Anti-Defamation League, with the first event currently scheduled for April 10th on the topic of hate symbols;
- A promotional video about the AHRC, to be shown in honor of the 25th Anniversary of the AHRC;
- A second annual "Double Take" community storytelling program;
- Co-sponsorship of more town events, including events produced by the new Rainbow Commission;
- Collaboration with other local human rights commissions;
- Programming with True Story Theatre;
- Increased visibility in town through social media, newsletter, and print campaigns;
- Town Day educational programming and visibility;
- Mediation training for the AHRC Commissioners to help with conflict resolution for community incidents and complaints that get report to the AHRC; and
- A school liaison program.

We hope the Town Finance Committee will honor this new request for funding. We have several new Commissioners this year with a wide range of skills and energy to continue to grow the AHRC and its important role in the community. We know we will put these funds to good use. Thank you.



2018-2019 AHRC Budget  
Draft Budget

ITEM	AMOUNT
<b>Staff and Training</b>	
Payroll staff assistant	\$2,000.00
Mediation / Conflict Resolution training	\$550.00
SUBTOTAL	\$2550.00
<b>Programming &amp; Events</b>	
Double Take	\$220.00
25th Anniversary Video	\$250.00
Speaker Series	\$300.00
True Story Events	\$450.00
Town Hall Rental	\$480.00
AHS Event	\$250.00
"Your Privilege is Showing" Game Event	\$150.00
Town Day Booth	\$75.00
SUBTOTAL	\$2175.00
<b>Co-sponsorship</b>	
Pride Celebration Co-sponsorship	\$150.00
Martin Luther King, Jr. Day Co-sponsorship	\$75.00
Other Town Event Co-sponsorship	\$200.00
SUBTOTAL	\$425.00
<b>Marketing &amp; Communications</b>	
Event printing	\$750.00
Event signs for Town Hall	\$400.00



Brochures	\$250.00
Banner	\$250.00
ACMi partner fee	\$70.00
SUBTOTAL	\$1720.00
Administration & Supplies	
Town Day supplies	\$350.00
Office supplies	\$80.00
Stop & Shop Food	\$200.00
SUBTOTAL	\$630.00
<u>TOTAL</u>	<u>\$7,500.00</u>

Ref 2

	2016 Actual	2017 Actual	2018 Budget	2019 Budget	% Change	% Change
<b>0154181 COUNCIL ON AGING SALARIES</b>						
5100 SALARIES & WAGES	203,755	216,398	237,553	251,735	14,182	5.97%
5101 SALARIES & WAGES PART-TIME			14,500	14,500	-	0.00%
5156 LONGEVITY	1,400	1,760	1,200	1,363	163	13.58%
<b>0154181 COUNCIL ON AGING SALARIES</b>	<b>205,155</b>	<b>218,158</b>	<b>253,253</b>	<b>267,598</b>	<b>14,345</b>	<b>5.60%</b>
<b>0154182 COUNCIL ON AGING EXPENSES</b>						
5208 RENTAL OF BUILDINGS			16,500	25,000	8,500	51.52%
5209 IN-STATE TRAVEL	1,513	1,354	1,400	1,400	-	0.00%
5223 OFFICE SUPPLIES	1,764	2,362	2,300	2,300	-	0.00%
5228 PRINTING	-	214	500	500	-	0.00%
5260 CLEAN/CLOTH/TRAIN	300	300	300	300	-	0.00%
5299 RECEPTION SUPPORT	9,512	9,539	-	-	-	0.00%
<b>0154182 COUNCIL ON AGING EXPENSES</b>	<b>13,088</b>	<b>13,770</b>	<b>21,000</b>	<b>29,500</b>	<b>8,500</b>	<b>40.48%</b>
<b>COUNCIL ON AGING TOTAL</b>	<b>218,244</b>	<b>231,928</b>	<b>274,253</b>	<b>297,098</b>	<b>22,845</b>	<b>8.33%</b>

FY 2019 SALARY DETAIL														
COUNCIL ON AGING														
CAIRP	Previous	Job	FTI	BU	Grade	Step	Min	Max	Total	New Pay	Base	Step	Longevity	Total
ALUGUST		EXECUTIVE SECRETARY	1.00	SEIU	11	8	67,722	87,631	87,631	87,631	87,631	0	877	88,508
AGARWALLA		SOCIAL WORKER COA	0.54	MTP	7	8	57,348	74,203	40,071	40,070	40,070	0	486	40,556
SHAPIRO-IDE		GERIATRIC NURSE CLINICIAN	0.17	MTP	8	3	59,354	76,801	13,057	12,060	11,993	67	0	12,060
ANGELL		SOCIAL WORKER COA	1.00	MTP	5	8	52,513	67,951	54,361	67,951	67,951	0	0	67,951
GHANDI		PRINCIPAL CLERK & SECRETARY	1.00	OFFA	4	5	37,994	49,165	42,433	44,023	42,433	1,590	0	44,023
		RECEPTIONIST	0.50	OFFA	2	2	31,893	41,269	14,500	16,545	16,246	299	0	16,545
<b>TAXATION TOTAL:</b>										<b>251,735</b>	<b>250,078</b>	<b>1,657</b>	<b>1,363</b>	<b>253,098</b>
										3.71				

Ref. 3

This area had a circle chart that contained an error.